

THIS DOCUMENT ILLUSTRATES THE TEMPLATED CONTENT OF THE GRANTS MADE EASY (GME) TYPE IDENTIFIED BELOW. PLEASE NOTE THAT THIS DOCUMENT IS NOT A GRANT APPLICATION.

Type of Grant: GME Traffic Records

Grant Title: Traffic Collision Database Analysis and Mapping System

Grant Description:

The Traffic Collision Database and Mapping System will provide data input and management for traffic collision reports. Using GIS mapping systems, staff can query and map information from the database to identify high frequency locations and patterns. Identified locations that exceed collision thresholds can then be further studied and appropriate action taken. This software will replace the existing system of hand logging each collision, convert the collision pin map to an interactive mapping solution, automate the production of collision history diagrams, generate periodic or specific reports, and allow staff to search collision records by location, primary collision factor, involved vehicle or party types, time of day, etc.

Goals:

To reduce the number of persons killed in traffic collisions.

To reduce the number of persons injured in traffic collisions.

To establish Geographic Information Systems (GIS) including hardware, software and network cabling or other linking media for the Police Department and/or the Public Works Department.

To ensure the Police Department and/or the Public Works Department has timely access to current and complete traffic data required to identify, isolate and analyze critical traffic safety issues.

To identify, develop and support programs that will enhance the systems and the staff expertise to enable agencies to improve the efficiency and accuracy of identification, analysis and mitigation of critical traffic collision locations.

Objectives:

To issue a press release announcing the kick-off of the grant by November 15 of the first grant year. The press releases and media advisories, alerts, and materials must be emailed to the OTS Public Information Officer at pio@ots.ca.gov, and copied to your OTS Coordinator, for approval 14 days prior to the issuance date of the release.

To use the following standard language in all press, media, and printed materials: Funding for this program was provided by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration.

To reduce the time it takes to identify high collision locations, produce special and statistical analyses, and collision research from ___ hours to ___ hours. The corresponding salary savings are to be tracked and reported.

To improve Police Department and/or Traffic Engineering Department customer service by improving the time it takes to produce and track collision reports and also by reducing the time that it takes to analyze high collision locations from ___ minutes to ___ minutes. The corresponding salary savings are to be tracked and reported.

To provide the ability to generate and disseminate daily, weekly, monthly or annual activity reports by September 30 of each grant year. Reports must be customizable and contain data relevant to traffic enforcement and/or traffic engineering activities.

To provide a comprehensive electronic traffic records network including hardware, software and network cabling or other linking media for the Police Department and/or the Department of Public Works.

To implement a software application to provide a report identifying the number and severity of collisions occurring at the ___ most critical locations.

To utilize a software program which includes the ability to correlate collisions with components such as roadway design, signal timing, visibility, traffic volumes, weather conditions and other relevant factors not within the control of the drivers.

To establish regular meetings between the Police Department and the Department of Public Works to share the collected traffic related data.

To enable the secure and confidential exchange of collision data between agencies.

To ensure the network system includes a relational database management system (RDMS) for storing and processing data.

To identify ___ high traffic collision locations to be improved, scheduled for improvement or recommended for improvement.

To increase the number of traffic collision locations analyzed from ___ to ___.

To provide a software application with the means of producing current reports ranking collision locations by number and primary collision factor (PCF).

To train __ staff members in the usage and maintenance of the finalized version of the system software.

To establish a Geographic Information System (GIS) to track collision data and collision locations and to produce GIS maps.

To reduce the time between an incident and its date of entry into the GIS system from __ days to __ days. The corresponding salary savings are to be tracked and reported.

To email a draft of all grant-related activity press releases, media advisories, alerts and materials to the OTS Public Information Officer at pio@ots.ca.gov, and copied to your OTS Coordinator, for approval 14 days prior to the issuance date of the release. (Media communications reporting the results of grant activities such as checkpoints and saturation patrols are exempt from this requirement.)

To email the OTS Public Information Officer at pio@ots.ca.gov, and copy your OTS Coordinator, at least 30 days in advance a short description of any significant grant related traffic safety event or program so that OTS has enough notice to arrange for attendance and/or participation in the event.

To submit a draft or rough-cut of all printed or recorded material (brochures, posters, scripts, artwork, trailer graphics, etc.) to the OTS Public Information Officer at pio@ots.ca.gov, and copy your OTS Coordinator, for approval 14 days prior to the production or duplication.

To include the OTS logo, space permitting, on grant funded print materials; consult your OTS Coordinator for specifics relating to this grant.

PROBLEM STATEMENT AND METHOD OF PROCEDURE

GRANTS MADE EASY – TRAFFIC RECORDS

PROBLEM STATEMENT

Currently, our agency does not possess adequate means to identify locations with a high incidence collisions and changing traffic patterns, or to analyze these locations and patterns in a timely and efficient manner. Our agency does not have an automated traffic records system which can be efficiently utilized to pinpoint and analyze high collision locations, thereby correlating these statistics to traffic controls or needed traffic safety improvements. Traffic engineering and police staff must compile information by labor intensive methods because of the limitations of current resources. The inability to work with timely collision data when attempting to identify and address traffic safety issues has severely limited the ability of both the traffic engineering and the police department's personnel to proactively address critical traffic safety issues within our jurisdiction.

METHOD OF PROCEDURE

Phase 1 – Program Preparation (1st Quarter of the Grant Year)

The Grant Director will research available software programs, select a vendor, and enter into a contract with a software provider using their agency's procurement process. Once a contract is approved, software will be installed and training will be conducted for those personnel with access.

Old data from the existing software will be transferred to the new system, ensuring no loss of historical data. Custom reports will be formatted, utilizing feedback from the end users in the Traffic Division.

A press release will be distributed announcing the award of the grant and what the grant funds will help the department achieve.

Phase 2 – Program Operations (2nd, 3rd and 4th Quarters of the Grant Year)

The Grant Director will coordinate and release all promotional and press materials, using the standard required language.

All custom reports will be formulated and data entry of incoming collision reports will begin on the new software.

Phase 3 – Data Collection & Reporting – (Throughout Grant Period)

Agencies are required to collect and report quarterly, appropriate data that supports the progress of each goal and objective.

Statistical data relating to the grant goals and objectives will be collected, analyzed, and incorporated in Quarterly Performance Reports (QPRs). QPRs for the quarter ending September 30 will include year-to-date comparisons of goals and objectives. If required, a separate quarterly data reporting form will be completed each quarter and submitted as part of the QPR.

Reports will compare actual grant accomplishments with the planned accomplishments. They will include information concerning changes made by the Grant Director in planning and guiding the grant efforts.

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GRANTS MADE EASY – TRAFFIC RECORDS

Reports shall be completed in accordance with OTS requirements specified in the Grant Program Manual, Chapter 7, and submitted in compliance with the signed Acceptance of Conditions and Certifications (OTS-33) included within this agreement.